

Parks and Recreation Department
105 East Main Street, Suite 142, Woodstock, Georgia 30188
770-592-6000 ext. 1952 mstockdale@woodstockga.gov
www.woodstockparksandrec.com www.woodstockconcertseries.com



Kick off the holiday season with our traditional



Christmas Jubilee & Parade of Lights!

Presented by



**NORTHSIDE HOSPITAL
CHEROKEE**

December 2, 2017

5:30 – 9 pm

The Park at City Center



Parade starts at 5:30 pm.

Festival starts approximately 6:00 pm.

Visits with Santa!

Mayor and Santa will flip the switch to light The Park and Christmas Tree!

Announcement of winners for the Best Holiday, Most Original, and the People's Choice Floats.

Music by Ronnie the DJ!

Free moonwalk by Colby Family Chiropractic!

Enjoy free cupcake decorating, hot apple cider, and hot chocolate!

Children's crafts, activities, games, and inflatables!

Preservation Woodstock awards its Citizen of the Year!

Lots of food and special holiday vendors!

Vendor



City of Woodstock

Vendor/Exhibitor Rules and Regulations

1. Exhibitors and vendors agree to be present for **all scheduled event hours. No early break downs.**
2. Vendors and exhibitors **MUST** check-in with staff prior to setting up and must set up in assigned area only.
3. There will be no rain date, and there will be no refunds as a result of weather.
4. All food vendors must comply with all applicable Health Department Food Handling Guidelines.
5. With approval from event staff, pop-up tents and tables may be set up the night before the event(s) at the exhibitor's or vendor's own risk. **No one** can set up prior to receiving their booth assignment from staff. Setting up your booth prior the designated check-in time or setting up your booth in an area other than the one assigned will be grounds for dismissal from festival grounds. Food Vendors may not set up tents early.
6. **ALL DISPLAYED ITEMS MUST BE APPROPRIATE FOR FAMILY VIEWING.**
7. All booths must be operated and staffed at all times while the event is open to the public.
8. Exhibitors and vendors are required to keep their booth area clean, neat, and free of hazards.
9. Any cancellations after acceptance into event(s) will result in forfeiture of all fees by applicant.
10. Electricity will be provided **ONLY** to those applicants who request electricity at time of application and pay the designated fee. Applicants requesting electricity will be required to provide their own electrical cords.
11. Exhibitors and vendors agree to have their booth set up and ready for business by designated times as scheduled by Event Coordinator.
12. No booth is to be dismantled before designated time, as scheduled by Event Coordinator. **Absolutely no early breakdowns will be allowed.**
13. All exhibitors and vendors will decorate their booths in an attractive manner, and are responsible for providing their own set-up materials, including tables, chairs, and tents.
14. No pets are allowed.
15. Generators must receive prior approval before use. Quiet generators only.
16. Vendor parking is located at Chattahoochee Tech. College and the City Center (formerly Woodstock Community Church). Please park there after dropping off your event supplies at the park.
17. All exhibitors and vendors agree to display and sell only those goods described on their application.
18. Consumption or sale of alcoholic beverages is strictly prohibited.
19. Exhibitors and vendors are responsible for the set-up and take-down of their own booths. All trash must be disposed of properly; a dumpster will be provided for excess trash.
20. Exhibitors and vendors assume all responsibility for loss or damage of any kind to their property during events. Exhibitors and vendors agree to indemnify and defend said event(s), the City of Woodstock, and its employees against all claims or expenses arising out of the use of exhibit space.
21. Any points not covered above or elsewhere are subject to settlement by the City of Woodstock Event Management. Any violation of these rules and regulations by any exhibitor could forfeit all monies that have been paid. The City of Woodstock and Event Coordinator reserve the right to terminate the agreement for booth space. Written notice by Event Coordinator to terminate the agreement for booth space is not required.
22. Submission of application signifies acceptance and compliance of rules and regulations.
23. Electricity is not guaranteed. Due to limited power in the park, it will be assigned first to those who need it as part of their business. Be specific on your application. (Fans, radios, etc. are not necessities) 110 volts outlets

As the event day gets closer, you will receive by e-mail the following: Event and parking directions; Road closure information; Set-up times and procedures and any additional rules/information necessary to assist you.

Please Return Application(s) ASAP, as Spaces are Limited.



City of Woodstock's 2017

Christmas Jubilee Vendor Application

Organization: _____

Applicant Name: _____

Mailing Address: _____ City _____ Zip _____

E-Mail Address: _____

Daytime Phone: _____ Evening Phone: _____

*Vendors must be an *art, crafts, kid's activity, or gift item* vendor in order to participate.

Application Deadline: 11-17-17

Description of What You Are Selling / Giving Away / Providing / Promoting?

Vendor Fees

\$ 75.00 - 10' x 10' Booth Space

Electricity add: **\$ 25.00** (110 outlet)

Booth Fee: \$ _____ **add Electricity:** \$ _____ **TOTAL:** \$ _____

*All electricity requests are not guaranteed and there are no water hook ups on site. Information provided to us on this page may be shared publicly upon request. Fee is for space only, you must bring your own tables, chairs, tents, etc.

ALL PAYMENTS DUE WITH APPLICATION

OFFICE USE ONLY:

Payment received on: _____ By: _____ Waiver Received? Y/N _____

Amount Paid: _____ Check # _____ Cash _____ Credit Card _____

VERY IMPORTANT: This Release of All Claims Form must be signed and returned with the vendor application and payment to be allowed to participate in event.

CITY OF WOODSTOCK, GEORGIA

RELEASE OF ALL CLAIMS

This indenture witnesseth that in return for the City of Woodstock's allowing the undersigned to participate in any City Event, the undersigned hereby acknowledges that he/she is aware of the nature of the activity and the potential for physical injury associated with the activity. Nonetheless, in return for the City's accord and satisfaction, for the undersigned, my heirs, executors, administrators and assigns, I forever release and discharge the City of Woodstock, Georgia, its officers, employees, servants, and agents from any and all manner of actions, causes of actions, claims and demands, damages, costs, suits, debts, accounts, promises, trespasses, judgments, expenses, and loss of service, both known or unknown, suspected or unsuspected, whatsoever in law or in equity, already sustained or that the undersigned may hereafter sustain, in consequence of or relating to the activity, from the beginning of time forward.

I hereby declare that this release is being given voluntarily, and that no representations about the nature and extent of the said damages made by any attorney or agent of the party hereby released, nor any representations, regarding the nature and extent of legal liability or financial responsibility of the party hereby released, have induced me to enter into this release. The undersigned hereby acknowledges receipt of a copy of this release before signing it, and further represents that if he/she is signing in a representative capacity, he/she has the authority to do so on behalf of his principal and to bind that principal.

This release shall be construed, interpreted and enforced in accordance with the laws of the State of Georgia. Furthermore, this release constitutes the entire agreement between the parties relating to the subject matter hereof and supersedes all prior written and or oral agreements, understandings, or representations of the parties relating to the subject matter hereof and supersedes all prior written or oral agreements, understandings, or representations of the parties relating to the same subject matter.

Signature

Printed Name

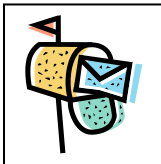
Date

Organization

PLEASE MAKE CHECKS PAYABLE TO: CITY OF WOODSTOCK

Mail to:

**City of Woodstock
Attn. Marybeth Stockdale
105 East Main Street, Suite 142
Woodstock, GA 30188
770-592-6000 ext. 1952
E-mail: mstockdale@woodstockga.gov**



Payment must accompany application. Cash, check or credit cards.
Visa, MasterCard & Discover accepted by phone or on website.
Submit application and pay at www.WoodstockParksandRec.com